



eIRB Key Terms

Background

With the implementation of eIRB comes new terminology. This guidance outlines key terms and their definitions as they relate to eIRB:

- **Ancillary Reviewer:** Assigned users have read-only access to view a submission and conduct the Submit Ancillary Review activity.
- **Assigned Coordinator:** Users assigned as the IRB Coordinator responsible for taking actions on a project.
- **Designated Reviewer:** Assigned IRB Committee Members can request clarifications and complete the Submit Designated Review activity on a project.
- **Guest:** Assigned users have read-only access to view all submissions relating to a project.
- **IRB Committee Member:** Users from the IRB responsible for reviewing submissions. Assigned users can view and edit projects for their assigned IRB committee.
- **IRB Coordinator:** Users responsible for analyzing all submissions and ensuring that the review process is completed properly. Assigned users can view and edit projects and perform committee administrator tasks.
- **Primary Contact:** Assigned users can edit submissions and receive email system notifications.
- **Principal Investigator (PI):** The individual bearing ultimate responsibility for the design, execution, and management of human research. Assigned users receive email system notifications and can edit and submit projects to the IRB.
- **PI Proxy:** Users assigned as a research personnel on a project and designated by the PI to submit the project on the PI's behalf. Assigned users receive email system notifications and can edit and submit projects to the IRB.
- **Responsible Party:** Users assigned as responsible for executing a corrective action plan on a reportable new information (RNI) submission. Only assigned users can submit an action response to an RNI.
- **Study Staff:** Users assigned as a research personnel on a project. Assigned users can edit submissions.